

CONTRACTED EMPLOYMENT OPPORTUNITY
NEW JERSEY JUVENILE JUSTICE COMMISSION
OFFICE OF LOCAL PROGRAMS AND SERVICES
JDAI Research & Reform Specialist

Contact: Maryanne.Tempone@jjc.nj.gov

***** Interested individuals should submit 1) a resume, 2) references, 3) cover letter, and 4) salary requirements (hourly rate), by August 24, 2015. The cover letter should highlight the applicant's interests, qualifications, and writing skills.**

General Information Regarding Contracted Position

The applicant awarded this contract will be assigned to various New Jersey counties participating in the Juvenile Detention Alternatives Initiative (JDAI), to support the work of the County Councils on Juvenile Justice System Improvement. The County Council, comprised of key actors involved with the juvenile justice system (e.g., judges, detention administrators, prosecutors, public defenders, probation, police, JJC, county government), is responsible for implementing JDAI within the county. The contracted position reports to the Director of the JJC's Office of Local Programs & Services.

Work Locations

Primary work locations for this position will include Union, Sussex, and Morris counties, as well as the JJC's Central Office in Trenton. While these are the initial worksites, assignments can change, and applicants must therefore be willing to work in other counties in the central/northern region, if needed. The multi-site nature of the position requires reliable transportation. While the nature of the position requires work on-site during regular business hours, the position offers some scheduling flexibility, as well as the flexibility to work from a home office when appropriate.

NOTE: If you responded to a similar posting that closed July 31, 2015 there is no need to re-apply; your application is presently under review.

Compensation and Start Date

This is contracted work whereby payment is made based on service-hours billed, up to 1,750 hours per year. An hourly rate of pay will be set based on education, experience, and salary requirements, though we anticipate a rate of approximately \$36/hour. Reimbursement for certain types of approved travel will also be provided. The contract will be effective as soon as the requisite paperwork is processed, with a target start date of October 15, 2015. We anticipate entering into a five-year contract with the successful applicant, and providing an annual one-dollar per hour increase to the base hourly rate, subject to annual funding appropriations and satisfactory achievement of contract objectives.

Requirements

A Master's Degree in Criminal Justice or related field is required; doctoral work helpful.

Two years of experience working in appropriate field(s) (e.g., juvenile justice, social justice, youth-serving, or similar field, and/or conducting research in the above).

The successful applicant will be required to submit proof of the following State approved documents prior to contract execution (*proof of these documents is not needed to apply for the contracted position, but the selected applicant will be required to obtain/provide these documents prior to contract execution*):

Business Registration Certificate (N.J.S.A. 52:32-44)

Affirmative Action Certificate (N.J.S.A. 10:5-31 et seq.)
Ownership Disclosure Form (N.J.S.A. 52:25-24.2)
Source Disclosure Certification (N.J.S.A. 52:34-13.2)
Disclosure of Political Contributions (N.J.S.A. 19:44A-20.18)

Knowledge and Abilities

Knowledge of and experience working with SPSS (Statistical Package for the Social Sciences); experience with other analytical software helpful (Microsoft Access, Excel).

Knowledge of and experience with various research methods and statistical techniques, both quantitative and qualitative.

Experience with data collection, comprehensive data analysis, and preparing analytical reports.

Experience with developing and maintaining databases.

Ability to interpret and explain research results and data findings to non-technical audiences.

Excellent writing and verbal communication skills.

Ability to think critically, analytically, and independently, as well as communicate effectively and make persuasive arguments, in order to contribute to and lead discussions regarding strategies for justice-system reform, and to help plan for and implement those strategies.

Ability to work productively and proactively without constant, direct supervision, and to manage time effectively.

Ability to work cooperatively, collaboratively, and diplomatically with a variety of key actors, and to facilitate challenging discussions and problem-solving.

Responsibilities

Serve as a systems-improvement expert to assigned JDAI sites; advise key actors within the multiple agencies that comprise the juvenile justice system regarding how to use data to effect informed change within their local system; advise regarding the purpose and effective use of secure detention and detention alternatives, and the principles of juvenile justice reform; understand, anticipate, and strategize to overcome barriers to reform.

Contribute to the conceptualization and design of research plans for evaluating juvenile justice system effectiveness and efficiency; develop valid and reliable research methodologies and appropriate research instruments for both quantitative and qualitative approaches.

Implement research plans and methodologies; develop and maintain appropriate databases; collect, code, and enter comprehensive data regarding juvenile justice processes and populations; conduct file reviews, surveys, interviews, and focus groups.

Conduct critical analyses of justice system data; draw conclusions regarding the use, efficiency, and effectiveness of the local justice system; prepare analytical reports; present and explain results.

Use research results to make appropriate recommendations regarding reform strategies consistent with JDAI principles; identify the projected impact of these proposed solutions; anticipate and plan for unintended consequences of reform strategies.

Help monitor the progress of the JDAI. Document and track policies and practices implemented; evaluate whether strategies implemented achieve intended outcomes; prepare related reports; make appropriate recommendations.

Build local capacity for collecting, analyzing, reporting, and reviewing evaluative data by instructing and training local key actors in these processes; work to institutionalize the use of data for systems-improvement in the local system, making it routine business practice to record and review essential data on an ongoing basis.

Work actively and collaboratively with County Councils on Juvenile Justice System Improvement and the JJC's Office of Local Programs & Services to help facilitate the implementation of the JDAI.

Participate on County Councils on Juvenile Justice System, attending and facilitating meetings, providing information and guidance regarding JDAI strategies and detention best-practices, and working to develop local policy and practice that achieve the goals of the JDAI.

Serve as liaison between the County Councils on Juvenile Justice System, the JJC's Office of Local Programs & Services, and the NJ Council on Juvenile Justice System, sharing information, addressing questions, and reporting progress.

Train/educate staff and juvenile justice personnel in the principles of JDAI via one-on-one discussions, group presentations, and participation as faculty at JDAI conferences.